

JOINT CITY-COUNTY AIRPORT BOARD

Minutes of Meeting

Monday, February 8th, 2021 at 10:00 a.m.

Via Zoom

MEMBERS PRESENT: Rich Cowger (Chairman), Jay Baum (Vice-President), and Doreen Stockdale

STAFF: Stephanie Ray, Director of Community Planning; Christine Baker Stillwater County Planning

OTHERS: Kisha Miller City Clerk/Treasurer, Heather Mosser Morrison- Maierle Airport Engineer & Katy Barry Morrison-Maierle Airport Engineer

I. CALL TO ORDER. Rich Cowger called the meeting to order at 10:00 am.

A. Public Comments. No public comments.

B. Disclosures of Conflicts of Interest and Ex Parte Communications. No conflicts of interest or ex parte communications at this time.

II. MINUTES APPROVAL.

Doreen made the motion to approve the December 14th, 2020 meeting minutes, Jay seconded; with all in favor motion carried.

III. NEW BUSINESS:

A. Resolution of Officers: Kisha announced that Gary Wolterman might be interested in filling one of the Board vacancies. Jay suggested to reclassify his own position as a town representative and open the pilot position to try and fill the last vacancy. Doreen nominated Rich as Chair, Jay seconded; with all in favor, motion passed. Jay recommended Doreen as Vice Chair, Rich seconded; with all in favor, motion passed.

B. Morrison- Maierle Update: Heather gave an update on the Pavement Maintenance Project discussing the cracks and recommended sealing. Heather also discussed that the Airport Board needed to decide how to use their FAA funding of \$150,000 or the Airport will lose it. Heather suggested that the Columbus Airport could exchange their FAA money with another Airport in need of money as this is a way not to lose the funding. Heather went on to say that the Columbus Airport received \$16, 193 from Blaine Airport and needs to be returned. Heather suggested that the Columbus Airport could use the \$32,000 from 2018 to return the \$16, 193 to Blaine and use the remaining nearly \$16,000 for fog seal, pavement marking, crack sealing the apron and tax away. The fog seal will eliminate patching. The total cost estimate for the pavement is \$116,000. The FAA needs money by April 1, 2021 and project needs to be out to bid by mid- March. The DBE needs to be updated to the FAA by April 1, 2021. Preliminary and final design is \$55,000. The Master Contract is \$116,000

plus the \$55,000 and the return of the \$16,000 to Blaine. Total cost is roughly \$187,000- which will be covered 90% through the FAA with a 10% match to be split between the City & County. Heather went on to discuss the Task Order and that it includes everything from beginning to close out of project. Heather asked Kisha if there had been any interests in the DBE and Kisha informed her not as of yet. It was advertised on January 2, 2021 and the 30 days required were almost satisfied. Doreen made a motion to move forward with the proposal from Morrison- Mairele, Jay seconded; with all in favor, motion passed.

- C. Discussion Regarding Airport Administration:** Stephanie discussed that she had spoken with the County Commissioners and agreed it was in best interest of the Airport Board to for the County Planning Office to hand over the administration of the Airport to the City. Stephanie stated that she had also spoken with Kisha and felt this would streamline the process and flow of information better as the County is unable at this time to give the Airport Board the attention it deserves. Kisha agreed that she felt this was a good solution. Rich made a motion to move the administration of the Airport Board from the County to the City, Jay seconded; with all in favor, motion passed.

- IV. MANAGER'S REPORT:** Hardin was not present at the meeting so no Manager's Report was given.

- V. FINANCE REPORT:** Stephanie informed the Board that we had not received the Finance Report as the time of the meeting. Stephanie explained that the Board of County Commissioners would like the Airport Board to start putting together a budget. This would benefit not only the County but the Airport Board in managing their operating costs and allow for a realistic budget. The Board felt having a budget to operate from would help tremendously in planning of projects and presenting a clearer understanding of the finances.

- VII. ITEMS FOR NEXT'S MONTH AGENDA:** Budget, Resolution

- VIII. ADJOURN MEETING:** Jay made the motion to adjourn the meeting. Doreen seconded; with all in favor, motion carried. Meeting was adjourned at 10:41 a.m.

The next meeting will be on Monday, March 8th, 2021 at 10:00 a.m. at City Hall.

Christine Baker
Planning Department